
To: Parents of Students Attending _____ Elementary School
From: _____ School District
Date:
Re: Title I Information and Parent Notification of Teacher Qualifications

_____ Elementary is designated as a Title I School. Title I is a federal program which focuses additional funding on nine of the twenty-four elementary schools. This funding is based on socio-economic status. Title I designation allows _____ School funding to provide several effective programs including:

- **Reading Recovery** (special tutoring for identified first grade students)
- **STAR Tutoring** (literacy support for students in need)
- **Professional Development** (additional training for the principal, teachers and paraprofessionals)
- **Yearly Progress Pro** (math assessment software which provides important instructional data for teachers)
- **Waterford** (literacy software used to provide additional support for students in need)
- **Cradled in Literacy** (literacy classes for parents of preschool aged students)

Attached to this letter is the teacher qualification and student achievement report card for _____ Elementary School. As a parent of a student at _____ Elementary, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law requires the school district to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Principal _____ at (phone number).